



City of Freeport
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
February 14, 2017 Minutes

I. Meeting Opened

The February 14, 2017 Regular Council Meeting was called to order at 9:00 AM by Councilwoman Janice McLean. The meeting was held in City Council Chambers of Freeport City Hall.

Council members present: Councilman Eddie Farris, Councilwoman Kasey Cuchens, Councilwoman Janice McLean, Councilwoman Elizabeth Brannon, and Councilwoman Jennifer Laird

Council members absent: Mayor Russ Barley

Staff present: City Clerk Podraza, City Attorney Clay Adkinson, Parks Director Dana Weiler, Water Supervisor Larry Tuggle, Finance Officer Sara Bowers, City Engineer William Menadier, and City Planner Latilda Hughes-Neel.

II. Invocation and Pledge of Allegiance

The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

III. Recognition of Guests: Scott Sexton & Jeff Anderson with CRC Data Technologies

IV. Consideration of Additions/Deletions to Agenda

1. Additions:

- Parks Department – Ball Field Lights at Sports Complex

2. Deletions

- Planning & Zoning – Status/Shared Funding for 331 Business Multimodal Path Conceptual Plan
- Councilman Farris – Street Lights & 3 Way Stop on Blue Ridge Park Way
- Consent Agenda – February 2, 2017 Special Meeting

V. Approval of Agenda with Additions/Deletions

Council Action: Councilman Farris made a motion to approve the Agenda with specified Additions and Deletions as presented. Councilwoman Cuchens seconded the motion. All ayes; motion carried.

VI. Public Comment on Consent Agenda: None

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VII. Approval of Consent Agenda

- January 23, 2017 Special meeting
- January 26, 2017 Regular Meeting
- ~~February 2, 2017 Special Meeting~~
- Pay all Bills in Order
- Budget Amendment #4 – Parks master Plan: \$32,000 Rev. & Exp. Increase
- Budget Amendment #5 – Sewer Vehicle Insurance Received
- Budget Amendment #6 – Admin Election Expense \$1,000
- Special Olympics Soccer and Softball – Request Waiver of All Fees

Council Action: Councilwoman Cuchens made a motion to approve the Consent Agenda as presented with one deletion: ~~February 2, 2017 Special Meeting Minutes~~. Councilman Farris seconded the motion. All ayes; motion carried.

VIII. Staff Reports

A. City Clerk Matters

1. Recommendation for Web Design Vendor
 - Clerk Podraza advised the Council that on February 3, 2017 the Proposal Opening for Web Design was held. The Opening was advertised and noticed appropriately. Podraza recommended aha Municode be awarded the contract. The RFP submitted by aha Municode has three options that Podraza feels the City should include in the contract and requested funds be added to the total contract amount for approval. The total amount for the first year to design and launch the new City Website is \$11,200.00 with additional options included.

Council Action: Councilwoman Cuchens made a motion to accept aha Municode's Proposal with the additional Website options as outlined in the Project Costs for an amount of \$11,200.00 for the first year. Councilwoman Laird seconded the motion. All ayes; motion carried.

2. Recommendation for IT Service Contract – CRC Data Technologies
 - Clerk Podraza presented the Bid Tabulation Sheet for IT services as well as informational documentation and references regarding the Vendor being recommended. City Attorney Adkinson approved the Service Contract with two changes that will need to be made before implementing the agreement.

Council Action: Councilman Farris made a motion to approve the Service Agreement with CRC Data Technologies, subject to the changes provided by the City Attorney for a total amount of

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\$2,155.00 startup fee and a monthly fee of \$1,210.00. Councilwoman Brannon seconded the motion. All ayes; motion carried.

B. Planning & Zoning Department

1. Central Park @ Hammock Bay Phase II Plat

- Planner Latilda Hughes-Neel advised the Council that the Central Park Phase II Plat is ready for signature and requested that be done by Councilmembers after the meeting adjourns.

2. Code Enforcement Cases to City Attorney

- Three outstanding code enforcement situations need to be turned over to the City Attorney's Office for resolution. Two are located on Highway 20 and one on North Street.

Council Action: Councilman Farris made a motion for the City Planner's Office to turn three outstanding code enforcement violations over to the City Attorney's office for resolution. Councilwoman Brannon seconded the motion. All ayes; motion carried.

3. ~~Status/Shared Funding for 331 Business Multimodal Path Conceptual Plan~~

4. Freeport High School 5K @ Hammock Bay

Council Action: Councilwoman Cuchens made a motion to approve the Special Event Permit for the Freeport High School 5K being held March 25th and a Rain Date of April 15th from 8:00 am to 11:00 am in Hammock Bay; from the Gazebo on Great Hammock Bend to the front entrance located on Highway 20. Councilwoman Laird seconded the motion. All ayes; motion carried.

C. Legal Matters

1. Voting Mayor Ordinance Second Reading & Adoption

- At this time, City Attorney Adkinson announced a Public Hearing and requested Public Comments prior to the motion being made in regards to the 2nd reading and adoption of the Voting Mayor Ordinance.

Council Action: Councilman Farris made a motion for second reading and adoption of Ordinance 2017-02 Authorizing a Referendum Concerning an Amendment of Article II, Section 2 of the Charter Laws of the City of Freeport, Florida Addressing the Right of Mayor to Vote in Cases of Ties. Councilwoman Laird seconded the motion. Three (3) ayes, (Laird, Cuchens, Farris); one nay, (Brannon); motion carried.

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2. Resolution to Support access to BP Oil Spill Funds by Rural Inland Counties and Communities in Northwest Florida

Council Action: Councilwoman Cuchens made a motion to table the BP Oil Spill Funds by Rural Inland Counties and Communities in Northwest Florida. Councilman Farris seconded the motion. All ayes; motion carried.

D. Engineering

1. City Engineer William Menadier presented the Engineering Updates
 - Design and Engineering for improvements of Blueberry Road

Council Action: Councilman Farris made a motion to approve design and engineering for drainage and washout issues at Laird Park with pricing in accordance with Dewberry Preble-Rish continuing contract rates. Councilwoman Cuchens seconded the motion. All ayes; motion carried.

E. Water Department.: None

F. Sewer Department

1. Councilwoman McLean
 - Sewer Connection Agreement

Council Action: Councilwoman Cuchens made a motion to approve the Sewer Finance and Sewer Connection agreement as presented beginning March 1, 2017. Councilman Farris seconded the motion. All ayes; motion carried.

- Price increase for grinder pumps – New price: \$1,950.00
Council discussion ensued. Price increase for grinder pumps was battled until prices could be acquired from a few other vendors.

G. Parks Department

1. Freeport City Pool Repairs – additional quotes
 - Parks Director Weiler reviewed the three quotes provided to Council. No action taken.
2. Old City Hall – request permission to put an exterior wall up at bay on the left side.

Council Action: Councilman Farris made a motion to approve a temporary exterior wall to be constructed on the outside of the left roll-up door at Old City Hall. Councilwoman Laird seconded the motion. All ayes; motion carried.

3. Pickleball update

- Pickleball has been well received and a lot of people are participating.

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4. Ball Field Lights at Sports Complex

- Chelco Electric has agreed to allow the City the use of their Boom Truck to replace the ball field lights at the Sports Complex. Upon approval, this will be done Friday, February 17, 2017.

Council Action: Councilman Farris made a motion to approve the replacement of the Sports Complex Ball Field Lights using Chelco's Boom Truck with the understanding that the City will assume any responsibility of damages to the concrete caused by the Boom Truck. Councilwoman Laird seconded the motion. All ayes; motion carried.

IX. Old Business: None

X. New Business

A. Mayor Russ Barley: None

B. Councilwoman Brannon

1. Legislative Matters

- The Northwest Florida League of Cities Meeting and Dinner is being held on Thursday, February 16, 2017 in Niceville. The meeting is at 6:00 and dinner is at 7:00.

C. Councilwoman Cuchens

1. Grant Updates

- Councilwoman Cuchens informed the Council that because of a death in the family, she was unable to attend a meeting that was scheduled with DEO and with the Florida Communities Trust for the opportunity to present the City of Freeport's Land Acquisition Grant Application presentation. Councilwoman Cuchens thanked Councilwoman McLean who did not hesitate to step up and go in her place along with Parks Director Weiler to present in Tallahassee. The presentation was given to the Florida Communities Trust for the piece of property West of City Hall.
- Thanks to the hard work of Dana Weiler and Councilwoman Cuchens in writing this grant, the City of Freeport is now the proud owner of 5.5 acres of property valued at \$614,000.00 dollars.
- Communities Trust Staff were thrilled with the ideas presented on the Unique Abilities Park. The City of Freeport went beyond the normal scoring on the grant application. This meant so much to Councilwoman Cuchens who was not able to go and present with Parks Director Weiler. Councilwoman Cuchens thanked Parks Director Weiler and Councilwoman McLean again for going to Tallahassee and presenting.
- A site visit is scheduled for Wednesday, February 15th with the Florida Communities Trust Staff to do a walk-through of the property at 10:00 am. Councilwoman Cuchens invited Council to attend the Walk-Through on Wednesday and informed the Council that City Planner Latilda Hughes-Neel and City Engineer Cliff Knauer will also be in

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attendance during the walk-through.

- This couldn't have been done without the support of those who helped in putting this project together. Councilwoman Cuchens thanked City Planner Hughes-Neel, Dewberry Preble-Rish and all those who played a part in the project.
- Other grant opportunities will be available for funding the park so this will not be a burden on the City of Freeport.

2. Approval for DEP Recreational Trails Program Grant

Council Action: Councilwoman Cuchens made a motion to approve the application process for the DEP Recreational Trails Program Grant for up to \$200,000.00. Councilwoman Laird seconded the motion. All ayes; motion carried.

3. Request CIP update

*Council Action: Councilwoman Cuchens made a motion to update the Capital Improvement Plan as follows: **VII. Recreation #14 Restroom Facility, Walking trail, and Exercise Area(s) at Freeport Regional Sports Complex Project Cost - \$200,000.00.** Councilman Farris seconded the motion. All ayes; motion carried.*

4. Computer for Council Use

Councilwoman Cuchens made a motion to purchase a Computer for Councilmembers to use in the City Conference Room. Councilwoman Laird seconded the motion. Three ayes, (Cuchens, Farris, Laird); one nay (Brannon; motion carried.

5. Strategic Plan Special Meeting

Council Action: Councilwoman Cuchens made a motion to schedule a Special Meeting to be held on February 23, 2017 at 5:00 pm to complete the City of Freeport Strategic Plan. Councilwoman Farris seconded the motion. All ayes; motion carried.

D. Councilwoman McLean

1. Report on Northwest Florida Water Management Meeting (SWIM)
 - Councilwoman McLean updated the Council on the SWIM meeting that was held at the City of Freeport Community Center and reported that it went very well.
2. Impact Fees Information
 - Councilwoman McLean presented a hand-out to Council for informational purposes on Impact Fees.

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3. Request City Attorney to Conduct Ethics Training
- Councilwoman McLean requested that City Attorney Adkinson consider conducting an Ethics Training Class at Freeport City Hall. Attorney Adkinson agreed to consider it. Councilwoman Brannon suggested that the City also consider asking the Florida League of Cities to conduct a class. Planner Latilda Hughes-Neel suggested that the City also invite surrounding cities to participate.

E. Councilman Farris

~~1. Street Lights and 3 Way Stop on Blue Ridge Park Way~~

F. Councilwoman Laird: None

X1. Public Comment

- A. Mr. Gary Adams of Hammock Bay approached the podium. He announced to the Council that as a retired detective from Date County, he believes in drug free zones. Mar. Adams requested information regarding drug testing of City Employees and Council Members. Council discussion ensued. City Attorney Adkinson elaborated on the State of Florida laws regarding this subject.

Mr. Adams requested information from the City Attorney in regards to reporting violations of the Sunshine Law. City Attorney Adkinson advised that anyone who believes that a Councilmember has committed a crime, the appropriate authority to report it would be the Office of the State Attorney or the Sherriff's Office. This may also be reported to the Attorney General's Office. The local Law Enforcement Office is the agency tasked with that. The Sunshine Law has both civil and criminal implications.

- B. Becky Sumner of Hammock Bay approached the podium and thanked Parks Director Weiler and Chris Campbell for an awesome day of kayaking on the beautiful water ways. Ms. Sumner wanted the Council to hear that as a citizen, the Park's Director Assistant Chris Campbell and Parks Director Weiler went above and beyond and it was a great day. Ms. Sumner elaborated on pro0gramming she would like to see in the future.

XII. Adjournment

Councilwoman McLean adjourned the meeting at 10:29 am.

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FREEPORT CITY COUNCIL

Mayor

Council President

ATTEST:

City Clerk

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